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TRANSPORTATION  
COMMISSION

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## *Memorandum*

TO: Administration Committee

DATE: December 2, 2009

FR: Executive Director

W. I. 1611

RE: Contracts: On-Call Smart Growth Technical Assistance:

- i. Eisen Letunic (Berkeley, CA)
- ii. Design Community & Environment (Berkeley, CA)
- iii. EDAW AECOM (San Francisco, CA)
- iv. Dyett & Bhatia (San Francisco, CA)

MTC staff requests the Committee's approval to enter into three-year contracts with the four consultant teams listed above for on-call Smart Growth Technical Assistance. The consultants will provide technical assistance to local jurisdictions, as well as MTC, for a broad range of planning projects aimed at advancing implementation of smart growth and transit-oriented development (TOD). The maximum amount available for all four contracts is \$771,133.

### Background

MTC and the Association of Bay Area Governments (ABAG) have been advancing smart growth planning in the Bay Area utilizing a variety of tools over the last ten years. The agencies' work on this issue led to the development of the FOCUS Program. FOCUS is a regional incentive-based development and conservation strategy for the San Francisco Bay Area, led by MTC and ABAG, with support from the Bay Area Air Quality Management District (BAAQMD), and the Bay Conservation and Development Commission (BCDC).

MTC, in coordination with ABAG through the FOCUS Program, will assign consultant teams to assist local jurisdictions and the regional agencies with specific technical assistance projects that support smart growth generally, and TOD in particular. MTC will match the selected consultant(s) with the projects based on the needs identified in each project and the selected teams' particular strengths and availability.

### Consultant Selection

MTC issued a Request for Qualifications (RFQ) on August 25, 2009. An email or postcard advertising the availability of the RFQ on MTC's website was sent to 600 individuals/firms, including over 200 Disadvantaged Business Enterprises (DBE). Thirty-two firms were represented at the Proposers' Conference. Thirteen statements of qualification (SOQs) were received. The SOQs were reviewed by an evaluation committee representing MTC staff, as well as staff from the Association of Bay Area Governments (ABAG), BART Station Planning, Santa Clara Valley Transportation Authority – Congestion Management Agency Planning, and the Greenbelt Alliance representing the Great Communities Collaborative, an effort to promote housing in walkable, transit-friendly communities. The evaluation committee recommended the four top-scoring teams based on their qualifications, hourly rates and written presentation effectiveness. The evaluation team found the breadth of expertise highlighted in these teams' SOQs sufficient to carry out the proposed tasks, and elected not to hold interviews. The teams

are led by the following prime consultants: Eisen Letunic, Design Community & Environment, EDAW AECOM and Dyett & Bhatia.

#### Underutilized Disadvantaged Business Enterprise (UDBE) Participation

Effective June 2, 2009, the California Department of Transportation (Caltrans) requires recipients of DOT grant funds through Caltrans to establish DBE utilization requirements for its consultants and contractors. MTC established an Underutilized Disadvantaged Business Enterprise (UDBE) contract goal of 5% for this contract. All teams have adequately certified that they will meet the UDBE goal.

#### Scope of Work

The selected consultant teams will assist local jurisdictions with the following:

- Municipal TOD financing mechanisms (both standard and innovative) to finance TOD.
- Market demand analysis for retail, commercial, and residential development and supporting financial analysis.
- Infrastructure planning and design.
- Analysis of strategies to manage gentrification and minimize displacement, including affordable housing strategies.
- Station access for development, including the needs of pedestrians, bicycles, shuttles, transit, drop-off, and local circulation.
- Parking policy and demand analysis.
- TOD-supportive zoning, form-based codes, and smart growth urban design guidelines.
- Sustainability analysis, including modeling of vehicle-miles-traveled (VMT) reductions related to TOD, evaluation of land use alternatives from an emissions/energy efficiency/equity standpoint, etc.
- Civic engagement.
- Development of visualization, web-based, or other technical tools.
- Familiarity with planning at brownfield locations.

Consultant teams will assist regional agencies with advancing development of new or existing fund programs and providing technical training sessions.

#### Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into contracts with Eisen Letunic, Design Community & Environment, EDAW AECOM and Dyett & Bhatia to provide on-call technical assistance to both MTC and local jurisdictions. The total amount for smart growth technical assistance will not exceed \$771,133 over a three year period. This authorization, if approved, is intended as a contract allotment, as permitted by MTC Resolution 3619, allowing the Executive Director or his designee to enter into contracts in any amount up to \$771,133.



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Steve Heminger

## REQUEST FOR COMMITTEE APPROVAL

### Summary of Consultant Contract

Work Item No.: 1611

On-Call Consultant Teams:

- Eisen Letunic (Berkeley, CA)
  - Freedman Tung & Sasaki, Strategic Economics, Nelson Nygaard Consulting Associates, Mark Thomas & Company, Nevue Ngan Associates, Cambridge Systematics, Environmental Vision
- Design Community & Environment (Berkeley, CA)
  - Bay Area Economics, Wilbur Smith, Sherwood, CTG Energetics, Center for Creative Land Recycling
- EDAW AECOM (San Francisco, CA)
  - CHS Consulting Group
- Dyett & Bhatia (San Francisco, CA)
  - Nelson Nygaard Consulting Associates, Keyser Marston Associates, Hausrath Economics Group, BKF Engineers, Kwan Henmi, Merrill Morris Partners, Craig Communications

Work Project Title: Smart Growth Technical Assistance

Purpose of Project/Brief Scope of Work: Provide on-call technical assistance to local jurisdictions and the regional agencies with specific projects that support smart growth generally, and TOD in particular.

Project Cost Not to Exceed: \$771,133 (FY 2008-09)

Funding Source: STPL 6084 117 & 094 (\$546,133), TDA (\$100,000), ABAG – Blueprint Grant (\$125,000)

Fiscal Impact: Funds are included in the FY 2009-10 Agency Budget

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into contracts with Eisen Letunic, Design Community & Environment, EDAW AECOM and Dyett & Bhatia to provide on-call smart growth technical assistance and the Chief Financial Officer is directed to set aside funds up to \$771,133 for such contracts. This authorization, if approved, is intended as a contract allotment, as permitted by MTC Resolution 3619, allowing the Executive Director or his designee to enter into contracts in any amount up to \$771,133.

Admin. Committee: \_\_\_\_\_

Dave Cortese, Vice Chair

Approved: Date: December 9, 2009